

Page 1
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

Minutes of the Ordinary Meeting of the Doomadgee Aboriginal Shire Council held in the Boardroom, Cairns Annexe, 21 Pease Street Edge Hill on Thursday 16th July 2015.

PRESENT

Cr F O'Keefe	Mayor
Cr T Douglas	Deputy Mayor
Cr V Ned	Councillor

Council Officers:

R Richardson	Chief Executive Officer
A Seiler	Deputy Chief Executive Officer
A David	Manager Finance (12:25 to 12:36)
G Jeffries	Infrastructure and Projects Manager (via telephone) (12:40 to 12:46)

Professional Representation:

B Jackson	Local Government Infrastructure Services (11:51 to 12:09)
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APOLOGIES & LEAVE OF ABSENCE

Cr E Cairns	Councillor
Cr J Ned	Councillor
G Richardson	Community Services Manager

The Mayor officially opened the meeting at 11:48

CONFIRMATION OF PREVIOUS MINUTES

Moved Cr F O'Keefe Seconded Cr T Douglas that the Minutes of the previous Meeting of Council held on Thursday 18th June 2015, be confirmed as a true and correct record of that meeting.

CARRIED (3/0)

DISCLOSURE OF MATERIAL PERSONAL INTEREST AND CONFLICT OF INTEREST

Nil

ELECTED MEMBERS REPORTS

Nil

Mr Brian Jackson of Local Government Infrastructure Services (LGIS) entered the meeting at 11:51

PRESENTATION – LOCAL GOVERNMENT INFRASTRUCTURE SERVICES

The Mayor invited Mr Brian Jackson of Local Government Infrastructure Services (LGIS) to provide Council with an overview of the Asset Management Journey together with a proposal regarding a potential bureau service offered by LGIS (as per item 8.1 of the Agenda '**Presentation - Asset Management Arrangements**').

Mr Jackson provided Council with a PowerPoint presentation on the key achievements to date, including the adoption of an Asset Management Policy and Asset Management Strategy 2015-2018 and sought feedback from members directly, to enable LGIS to form a view on the understanding of Asset Management obligations within the elected member space.

Mr Jackson commended Doomadgee Aboriginal Shire Council on taking a pro-active approach to Asset Management and indicated maintaining the current level of momentum could ensure Council remained at the forefront of its peers. He also indicated his appreciation for the obvious enthusiasm and understanding of the elected members and staff.

The Mayor thanked Mr Jackson for his presentation and advised Council would consider its position later in the meeting when it had regard for Item 8.1 within the Agenda.

Mr Jackson left the meeting at 12:09

CHIEF EXECUTIVE OFFICER'S REPORT

7.1 Delegations Register 2015-2016

LOCATION/ADDRESS:	Various
APPLICANT:	Not Applicable
FILE NUMBER:	
AUTHOR:	Rod Richardson, Chief Executive Officer
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	14 July 2015

SUMMARY

Review of the Delegations Register on an annual basis and endorse delegations to the position of Deputy Chief Executive Officer

BACKGROUND

Council is required to review its Delegations Register on an annual basis and same is provided for Council's perusal.

COMMENT

One major change throughout the document has been the creation of new sub-delegations to the position of Deputy Chief Executive Officer which came into effect from 1 July 2015. Other changes relate to updated incumbents associated with specific roles since the last review, and minor administrative amendments to rationalise delegated authority.

CONSULTATION

Nil

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

Page 3
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

RECOMMENDATION

That Council adopt the Delegations Register 2015-2016 and request the Chief Executive Officer represent the Delegations Register to Council for review by June 2016.

Moved Cr F O'Keefe Seconded Cr V Ned that Council adopt the Delegations Register 2015-2016 and request the Chief Executive Officer represent the Delegations Register to Council for review by June 2015.
CARRIED (3/0)

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

8.1 Presentation - Asset Management Arrangements

LOCATION/ADDRESS:	DOOMADGEE QLD 4830
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Adam Seiler, Deputy Chief Executive Officer
CONTRIBUTOR(S):	Nil
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 July 2015

SUMMARY

Receipt of a presentation by Local Government Infrastructure Services at this meeting

BACKGROUND

At the June 2015 Ordinary Meeting of Council, the following was resolved:

Moved Cr F O'Keefe Seconded Cr J Ned that Council adopt (in principle) the Asset Management Policy and Asset Management Strategy 2015-2018 and engage Local Government Infrastructure Services to assist Council in understanding its obligations surrounding asset management into the future.

CARRIED (4/0)

This resolution was endorsed after a preamble comment relating to Asset Management as a journey and the Acting Manager Corporate Services indicating Mr Brian Jackson would be meeting with Council at its July Ordinary Meeting.

COMMENT

Mr Brian Jackson of Local Government Infrastructure Services will liaise with Council and present a holistic overview of the Asset Management Journey together with a proposal regarding a potential bureau service offered by LGIS.

CONSULTATION

Brian Jackson, Local Government Infrastructure Services

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Continuation of a strategic methodology surrounding Asset Management

RISK ASSESSMENT

Not applicable

Page 4
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

FINANCIAL IMPACT

Dependant on Council's decision, a fee for service will be applicable under a bureau service arrangement. The cost of in-house Asset Management has been incorporated within the budget, and subject to skill-set and officer time consumed, the cost of a bureau service may well be considerably less than internal costs.

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Asset Management is one of the fundamental responsibilities of any Local Government

POLICY ASSOCIATION

Asset Management Policy

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

For Councillors Information Only

Moved Cr T Douglas Seconded Cr F O'Keefe that Council authorise the engagement of Local Government Infrastructure Services (LGIS) Asset Management Bureau service, following completion of Stage 1 as adopted at the June Ordinary Meeting of Council.

CARRIED (3/0)

The Chief Executive Officer vacated the Boardroom at 12:23

Cr V Ned vacated the Boardroom at 12:23, and the meeting was adjourned due to being inquorate

The Chief Executive Officer returned at 12:24 and vacated the Boardroom again at 12:24

Cr V Ned returned to the Boardroom at 12:24 and the meeting resumed

Cr T Douglas vacated the Boardroom at 12:25 and the meeting was adjourned due to being inquorate

The Chief Financial Officer entered the Boardroom at 12:25.

Cr F O'Keefe vacated the Boardroom 12:28 and returned almost immediately at 12:28

Cr T Douglas returned to the Boardroom at 12:28 and the meeting resumed

CHIEF FINANCIAL OFFICERS REPORT

9.1 Monthly Report (Manager Finance) – June 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	5103
AUTHOR:	Arminda David, Finance Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 July 2015

SUMMARY

Presentation of the Monthly Financial Report to Council.

BACKGROUND

The following financial reports for 30 June 2015 provided:-

1. Financial Report
2. Cash position
3. Job summary with comparative and movement report
4. Worksheets – detail analysis with graph report
5. FAGS grant
6. SGFA grant
7. Guest house
8. Revenue and expenditure detail with original and amended budget
9. Revenue and expenditure summary with original and amended budget
10. Balance sheet
11. Financial reporting – Statement of comprehensive income, Balance Sheet, Cash Flow, and Capital Expenditure
12. Debtors and Creditors Aged Trial Balance
13. QTC statement – Capital Guaranteed cash fund
14. QTC statement – Sports and art precinct
15. QTC statement – Youth hub construction
16. Commonwealth Bank Term Deposit 1 month (Maturity 09-07-15)

COMMENT

Commentary is contained within the attached report

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

Page 6
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Financial Reports for the month ended 30 June 2015, as presented, be received.

Moved Cr F O'Keefe Seconded Cr V Ned that the Monthly Financial Reports for the month ended 30 June 2015, as presented, be received.

CARRIED (3/0)

9.2 Adoption of the 2015/2016 Annual Budget

LOCATION/ADDRESS:	DOOMADGEE QLD 4830
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Arminda David, Manager Finance
CONTRIBUTOR(S):	Executive Committee and Council
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 July 2015

SUMMARY

Adoption of the 2015/2016 Draft Budget as Council's twelve-month Operational and Capital deployment arrangement together with the endorsement of the 10-year Long Term Financial Plan

BACKGROUND

The Executive Committee has worked extensively with the Chief Financial Officer to provide input into the development of Council's 2015/2016 Draft Budget.

COMMENT

In summary, key components of the 2015/2016 Draft Budget are as follows:

Operating Revenue:	\$10,614,957
Operating Expenses:	\$9,337,898
Surplus:	\$1,277,059
Capital (Inc & Exp)	\$6,373,000

Council will have the opportunity to discuss and debate, in detail, the Draft Budget prior to adoption.

CONSULTATION

Executive Committee

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

Page 7
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Allocation of Financial Resources for the period 1 July 2015 to 30 June 2016 and beyond

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Determination of Council's Income and Expenditure for the period 1 July 2015 to 30 June 2016 and beyond

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Asset Renewal and Acquisition has been factored into the document

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That Council adopt the Draft 2015/2016 Budget totalling \$16,987,957 (Income) less \$15,710,898 (Expenditure) resulting in a surplus totalling \$1,277,059.

Moved Cr F O'Keefe Seconded Cr T Douglas that Council adopt the Draft 2015/2016 Budget totalling \$16,987,957 (Income) less \$15,710,898 (Expenditure) resulting in a surplus totalling \$1,277,059.

CARRIED (3/0)

The Chief Financial Officer vacated the Boardroom at 12:36

CORPORATE SERVICES MANAGER'S REPORT

10.1 Nil

The Manager Infrastructure and Projects joined the meeting via teleconference facilities at 12:40

The Chief Executive Officer returned to the meeting at 12:43

INFRASTRUCTURE AND PROJECTS MANAGER'S REPORT

11.1 Monthly Report (Infrastructure and Projects Manager) – June 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Garry Jeffries, Infrastructure and Projects Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 July 2015

SUMMARY

Presentation of the Monthly Activity report to Council.

BACKGROUND

Not applicable

COMMENT

NDRRA Works:

All of the Flood Damage work was completed by 30 June 2015.

A QRA representative will visit the DASC office on the 15 & 16 of July 2015 to commence the “close out” acquittal for this work.

TIDS Works:

Woollogarang West Road:

The roadworks crew are currently preparing another 2.5 km of this road for bitumen sealing. It is hoped that we can resource share with Burke Shire Council, to have the sealing works done in conjunction with some of their bitumen work in the near future.

Youth Hub:

With the exception of the landscaping all works at the Youth Hub have been completed and a final inspection has been undertaken by the Architect.

Concept drawings for a media room are currently being prepared for approval and costing.

New Houses Building Project:

This project is proceeding very well and there are currently:-

- 6 Houses with slabs complete;
- 4 Houses with Block walls to roof level complete;
- Plumbing & Electrical “rough in” to 3 houses complete;
- Roof Truss fabrication has commenced; and
- Painting will commence in the near future.

At this stage we are waiting on feedback from Dept. of Housing in respect of the site allocations for the next five houses. At the recent TWG meeting in Cairns it was made clear that the Community did not want any two bed houses and we are awaiting a response on this matter.

Men’s Shed:

This project is complete and ready for handover.

Workshop:

Operations are continuing as per normal.

The Case tractor is operational.

There were a few teething issues with the Concrete Batcher but these have been resolved and it is operating well.

The ECU on the rubbish truck required replacement, this was done under warranty.

All other plant has only required minor repairs and routine servicing.

General Gang:

Operations are continuing as per normal.

The open space crew and the general gang have been working together on keeping the community clean.

The airport maintenance is being done on a continual basis as required.

These crews have commenced the fencing around Top Park and will also start installing the Guard Rail to the shop car park.

Airport:

Airport operations are continuing as per normal.

Airport inspections are carried out each day, airport lighting and electrical inspections are carried out monthly as per legislative requirements.

CASA will be visiting at the end of July, so attention is being given to making sure all facets of the airport will meet with their approval.

Expressions of Interest for the Terminal Upgrade project have closed and these are being reviewed in preparation to inviting tenders.

The construction drawings and the Tender Documents are currently being prepared.

Water and Sewerage:

Operations are continuing as per normal.

The plant operating fine on a semi-automated basis and negotiations are being held with suppliers in respect of the SCADA upgrade.

The elevated tank has successfully been dismantled and the steel stored for future use.

Other Matters:

1. The Rodeo grounds Accommodation. We are currently waiting for feedback from MMG regarding the use of some of their camp buildings for this project.
2. The Shared Service Hub building has reached Practical Completion.
3. Robert Baker; builder from Burketown has been engaged to complete works on the MMG Building, The Justice Building and other miscellaneous building works

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Activity Report (Infrastructure and Projects), as presented, be received.

Moved Cr V Ned Seconded Cr T Douglas that the Monthly Activity Report (Infrastructure and Projects), as presented, be received.

CARRIED (3/0)

The Mayor thanked the Manager Infrastructure and Projects for presentation of his report and the teleconference concluded at 12:46

COMMUNITY SERVICE MANAGER'S REPORT

12.1 Monthly Report (Community Services Manager) – June 2015

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Gail Richardson, Community Services Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	13 July 2015

SUMMARY

Presentation of the Monthly Activity report to Council.

BACKGROUND

Not applicable

COMMENT

Animal Pest & Environmental Control:-

The vet will be back in August and the focus will be on getting more dogs desexed as we are experiencing a puppy explosion at present again even though a lot of dogs have been done already. Leon Ned has been managing the spraying of the large area's Belly Ache bush he has found around the community along with other noxious weeds.

Page 11
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

We hope to have Lena Krause – QLD Health come in around Rodeo time to refresh Shane of what he should be doing regarding food vans that come in at that time. Wendy Dye has transferred back to Brisbane and has now been replaced and that person will accompany Lena for her first visit to the community at this time.

Youth Hub:

Ben Peter (Brendan) has been employed as the new youth worker and has settled in well.

We are advertising for a Senior Youth Co-Coordinator to assist both Ben & Kaylene and upskill them to be able to run the Hub themselves in the next 12 to 24 months.

A silk felting course was held at the Hub in early June a few young girls did come in along with some older women of the community. 31 Pieces were made and it was a productive 2 weeks. This is ongoing as we still have the materials at the hub for the women to use. If the women and girls keep working they may be able to sell there items down south at a gallery that is already interested in there works.

Parks:-

Medicare Local held an event in Middle Park which was good to see the park being used for a function and a lot of children played on the equipment during this time.

Car Park at the store is needed to be completed in the next few days as the money needs to be acquitted. Garry has this in hand once the acquittal is done we may be able to apply for more funding re road safety.

Radio:-

Still being used by the community for announcements and reminding parents to get their kids to school. Black Star has asked to take Sai to Cairns and have him as an announcer at the Cairns Show due to his commitment to the radio and his good performance at the Media Event held at Bamaga a few months ago.

Swimming Pool:-

This is an ongoing concern between the school and council with the daily maintenance. School are stating they really don't have the funding to run this as there funding is only \$4,000.00. Further meetings are needed with the School, Swimming Queensland and ourselves to resolve some issues.

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

Not applicable

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

Page 12
DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – ORDINARY MEETING OF COUNCIL
THURSDAY, 16th JULY 2015

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That the Monthly Activity Report (Community Services), as presented, be received.

Moved Cr F O'Keefe Seconded Cr V Ned that the Monthly Activity Report (Community Services), as presented, be received.

CARRIED (3/0)

CLOSURE

There being no further business to discuss, the Mayor declared the meeting closed at 12:51.

I, Frederick Charles O'Keefe confirm the afore Minutes of the Meeting held on Thursday 16th July 2015 are confirmed as a true and correct record of that meeting on Thursday 20th August 2015.

Cr Fred O'Keefe
MAYOR